



### BRANCH COMMITTEE

Summary of minutes for the committee meeting held on  
27 April, 2010  
At the SEC, 303 Cathedral Ave, Brigadoon WA

<b>1.0</b>	<b>PROCEDURAL MATTERS</b>	
	<p><b>Opened:</b> 6.35pm</p> <p><b>Present:</b> Chair - Theresa Marshall (TM), Hamish Johnston (CEO), Vice Chair - Mark Warren (MW), Alistair Mackinlay (AM), JWA Chair - Kevin Gianatti (KG), Christine Starr (CS), EvWA Chair - PollyAnn Huntington (PAH).</p> <p><b>In attendance:</b> Vanessa Fuchsbichler (minute taker)</p> <p><b>Apologies:</b> Hayley Lethlean (HL), SEC Director - Mike Caplehorn (MC).</p> <p><b>Absent:</b> DWA Chair - Don Smailes (DS).</p>	
1.1	<b>Confirmation of Previous Minutes</b>	<p><u>Motion</u> That the minutes of the previous meeting are a true and correct record.</p> <p><u>Carried</u></p>
<b>2.0</b>	<b>MATTERS ARISING</b>	
2.1	<b>SGM</b>	<p>Constitution amendments agreed on to be made before SGM.</p> <p><u>Resolved</u></p>
<b>3.0</b>	<b>FINANCE REPORTS</b>	
3.1	<b>Membership Totals</b>	<p>2510; passed last year's membership total whereby Junior membership was markedly up.</p> <p>Distinct correlation between Interschool's Championships and Junior membership.</p> <p>Much discussion on day licenses.</p>
		<p><u>Motion</u> That day licences are abolished, effective 1 July 2010 for all disciplines.</p> <p><u>Carried</u></p>
3.2	<b>Standard Balance Sheet</b>	All accounts have been rolled and balanced
3.3	<b>EWA Key Financial data</b>	Yet to be invoiced for Collections magazine due end of May
3.4	<b>SEC Key Financial data</b>	Accurate and real SEC costs now itemised appropriately

<b>4.0</b>	<b>GENERAL BUSINESS</b>	
<b>4.1</b>	<b>Harassment-free Sport Policy</b>	Ratification of new bullying policy. The role of MPIOs is explained, promotes basic processes/pathways for members' complaints and information on conflict resolution.
	<p><i>Motion</i>  <i>That EWA endorses the Harassment-free Sport Policy as presented.</i>  <i>Carried</i></p>	
<b>4.2</b>	<b>Membership Options</b>	<p>EA national board expressed the idea that national levies will increase</p> <p>After extensive reviews, and several meetings of the Finance &amp; Management Committee, EWA to incorporate <u>SEC membership</u>. Essentially members want to keep control of this facility. An SEC membership will</p> <ol style="list-style-type: none"> <li>1. decrease administration costs,</li> <li>2. cover GSF and camping,</li> <li>3. riders with 3 or more horses will save money immediately</li> </ol> <p>An EWA member becomes <i>both</i> an EWA and SEC member. Levy to be added will be approximately one full camping weekend visit to the SEC.  Chairs encouraged to promote the changes.  CEO to review once membership in place.</p> <p>Move towards a club based membership as within strategic plan.</p>
	<p><i>Motion</i>  <i>Board agreed to SEC membership as of 1 July, 2010.</i>  <i>Carried</i></p>	
<b>4.3</b>	<b>Show Horse WA</b>	Show Horse in the hands of an administrator. Appointed administrator is Joanne Bastian. Terms of Reference must be provided
<b>6.0</b>	<b>REPORTS</b>	
<b>6.1</b>	<b>CEO Report</b>	<p>As tabled.</p> <p>PCAWA/EWA working party is reviewing each other's strategic plans.</p> <p>Indoor arena management is on-going.</p> <p>Shannon Crosby (maternity leave) repositioned within EWA as the newly created Sports Secretary.</p> <p>Stallions Safe Practices Guidelines have been drawn up with a lack of input from States. CEO to make EA national aware of WA concerns.</p>
<b>7.0</b>	<b>COMMITTEE MINUTES / REPORTS</b>	
<b>7.1</b>	<b>Dressage WA Jumping WA Eventing WA Show Horse Interschool NCAS</b>	As tabled.

<b>8.0</b>	<b>OTHER BUSINESS</b>	
<b>8.1</b>	<b>SEC Events</b>	<p>Discussion about more effective event management. Agreed that Centre Manager refocus on facility management as core responsibility.</p> <p>“<u>Friends of SEC</u>” could be formed to provide accountability and transparency. Working party to provide skills, knowledge and experience to make SEC prosper through promotion and events. TM to work with CS and CEO with proposal. To be presented at next meeting.</p>
<b>8.2</b>	<b>Committee Chairs</b>	<p>Sport Committee Chairs and other Chairs to meet twice a year with the EWA Board when new constitution is passed.</p> <p><u>Resolved</u></p>
Meeting closed 9.45pm.		